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**CONFIDENTIAL**

DEC 27 1954

*Training*  
*File*

MEMORANDUM FOR: Colonel White

SUBJECT : Training Outside CIA Taken by DD/A Organization During FY 1954

1. The attached report, from Budget and Fiscal Branch, Office of Training, covers expenditures by that office in support of extra-CIA training taken by DD/A area people in FY 1954. Their original report, dated 20 December, included the Office of Personnel in our figures for the entire fiscal year. An amended report, dated 22 December, was requested in order to reflect the change that occurred when Personnel was emancipated.

2. As I see it, the report reveals the following things of interest to you:

a. The DD/A organization made too little use of external training in FY 1954. The Audit Office and Medical Office did not use \$100 between them, and even adding in the Comptroller, the total for all three is less than \$100. Logistics Office was the prime consumer, with Security and General Counsel next in line. Your immediate staff accounted for \$195.30 in support of one program.

b. Second, the report indicates that not all external training requirements are being laid on the Office of Training. For example, although the General Counsel made no formal request for external training other than language training, they did get approval for four extra-CIA courses to the tune of \$566.02. The same was true of Security, who received approval for four courses at \$884.72, but with no advance request of OTR having been made.

3. The total for FY 1954 for this type of training was \$10,054.52 for the entire DD/A organization. There is no way of saying what the figure should have been, but I think you will agree that had it been twice as large no one would have complained.

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No Change in Class. ☐

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